



Non-Merit Job Vacancy Announcement

PLANNER III

Pay Grade:	13	Position Type:	Full Time
Salary or Range:	\$2,670.20 - \$3,554.70	Work Schedule:	Monday - Friday
FLSA Designation:	Non-Exempt	Work Week:	37.5 Hours

Agency: Department Of Military Affairs - Division Of Emergency Management
Work Address: 110 Minuteman Parkway - CEOC Building, Frankfort, KY 40601
Work County: Franklin

AGENCY COMMENTS:

This position is an Unclassified, Non-Merit, Non-Chapter position under KRS 36.040(1)(r).

DESCRIPTION OF JOB DUTIES:

Serves as project coordinator and personally performs professional research, analysis and planning work in the development and implementation of comprehensive plans for use at the agency or statewide level; Threat Hazard Information Risk Assessments (THIRA); KY Emergency Response Commission (KERC); Superfund Amendments and Reauthorization Act (SARA Title III); Computer Aided Management of Emergency Operations (CAMEO); Local Emergency Planning Committees (LEPC); Serves as project coord for county catastrophic planning/county THIRA/periodic data collection & mapping projects designed to determine impacts of chemical & catastrophic incidents upon the whole community at local level; receives/reviews/prepares for planning committee approval, chemical response plans developed by 118 LEPC/agencies; schedules/manages bi-monthly KERC meetings; Coordinates the collection/processing/storage/tracking of info reported to KERC through CAMEO & Tier2Submit suite of chemical tracking /modeling software; conducts statistical analysis of the data provided along w/demographic data to improve the development/implementation of comprehensive response plans to include Emergency Support Function-10 (oil and hazardous material spills); Conducts regular field meetings w/LEPC/county Emergency Managers/planners to review primary events having major/catastrophic impact on county through THIRA/review of county extremely hazardous substances response plans; develops/manages planning projects in support of established county/regional threats/hazards; develops mapping/data collection projects in support of county response planning; Communicates w/program participants through attendance at LEPC meetings/county THIRA meetings/regional planning sessions/community plan review meetings and update of websites/regular presentations at conferences to ensure the planning program goals/objectives are presented to citizens/local governments/regional planning team/related state/federal agencies; Reviews all requests from program participants for deviations from approved plans and policies and makes recommendations to the KERC regarding said requests; Acts as member of the State Emergency Operations Center (SEOC) during training development sessions; local and state exercises and during activations of the SEOC; other duties as assigned.

MINIMUM REQUIREMENTS:**EDUCATION:**

Graduate of a college or university with a bachelor's degree.

EXPERIENCE:

Must have three years of experience in planning.

Substitute EDUCATION for EXPERIENCE:

Graduate work in planning or a related field will substitute for the required experience on a year-for-year basis up to a maximum of two years.

Substitute EXPERIENCE for EDUCATION:

Experience in research, analysis of data, planning or a related field will substitute for the required college on a year-for-year basis.

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

None.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

BENEFITS: *Benefits are based on the position type (full-time versus part-time) and can be viewed on the Benefits Schedule within the [Employee Handbook](#).*

HOW TO APPLY / APPLICATION PROCESS:

(DEADLINE: 10/31/2016)

[Posted on: 10/21/2016]

Applicants must create a state application by clicking on the COS Website listed below. Once your application has been created, please email your state application to Crystal Simpson before the closing date listed on the job announcement.

****Applicants will NOT apply online through the COS website.

COS Website

<https://sjobs.brassring.com/TGWebHost/home.aspx?partnerid=20101&siteid=5031>

Contact Name: Crystal Simpson

Contact Method: 502-607-1541 or
crystal.l.simpson10.nfg@mail.mil

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, SEXUAL ORIENTATION, GENDER IDENTITY, GENETIC INFORMATION OR VETERAN STATUS. REASONABLE ACCOMMODATIONS ARE PROVIDED UPON REQUEST.